

Critical Characteristics for Bid Evaluation

SCE's Environment, Health and Safety, Ethics and Compliance, and Supplier Diversity programs (collectively known as Programs) are essential to SCE's success and the success of our suppliers and contractors. Additionally, these programs contribute to the betterment of social and economic conditions in the communities we serve. Our suppliers' and contractors' Programs also contribute to SCE's success and will be acknowledged and included as part of the bid evaluation process.

SCE requires, upon SCE's request, bidders to provide documentation of their policies, programs, and performance reports that support supplier's / contractor's "yes" responses to the Programs' critical characteristics listed below.

Critical Characteristics

1. SAFETY PROGRAM

a. Written safety policy that provides the supplier's / contractor's vision and obligation to comply with applicable laws and regulations exists.	<input type="checkbox"/> YES <input type="checkbox"/> NO
b. Safety Management program exists and addresses the nature of work.	<input type="checkbox"/> YES <input type="checkbox"/> NO
c. Written Injury and Illness Prevention Plan exists and is implemented.	<input type="checkbox"/> YES <input type="checkbox"/> NO
d. Safety program oversight is provided by an officer or majority owner.	<input type="checkbox"/> YES <input type="checkbox"/> NO
e. Safety program addresses conformance of its sub suppliers / subcontractors to applicable laws, regulations, and legal requirements.	<input type="checkbox"/> YES <input type="checkbox"/> NO
f. Safety training to employees and subsuppliers / subcontractors includes "client's" site work rules, safety practices, and safety requirements.	<input type="checkbox"/> YES <input type="checkbox"/> NO
g. Documented processes exist to report injuries, investigate safety violations and injuries, and documented corrective action procedures.	<input type="checkbox"/> YES <input type="checkbox"/> NO
h. Safety performance reports are available. If yes, # of years: <input type="text"/>	<input type="checkbox"/> YES <input type="checkbox"/> NO

2. ENVIRONMENTAL PROGRAM

a. Written Environmental policy that provides the company's vision and obligation to comply with applicable laws and regulations exists.	<input type="checkbox"/> YES <input type="checkbox"/> NO
b. Environmental Management program exists that address the nature of the work.	<input type="checkbox"/> YES <input type="checkbox"/> NO
c. Environmental program oversight is provided by an officer or majority owner.	<input type="checkbox"/> YES <input type="checkbox"/> NO
d. Environmental program addresses conformance of its subsuppliers / subcontractors to applicable laws, regulations, and legal requirements.	<input type="checkbox"/> YES <input type="checkbox"/> NO
e. Periodic internal environmental program compliance audits of operations are performed.	<input type="checkbox"/> YES <input type="checkbox"/> NO
f. Documented processes exist to report spills and releases, investigate environmental violations, and documented corrective action procedures.	<input type="checkbox"/> YES <input type="checkbox"/> NO
g. Environmental performance tracking reports are available. If yes, # of years: <input type="text"/>	<input type="checkbox"/> YES <input type="checkbox"/> NO

3. ETHICS AND COMPLIANCE PROGRAM

a. Written Ethics and Compliance or Code of Conduct policy statement exists.	<input type="checkbox"/> YES <input type="checkbox"/> NO
b. Ethics and Compliance program is documented.	<input type="checkbox"/> YES <input type="checkbox"/> NO
c. Ethics and Compliance or Code of Conduct policy addresses the obligation to comply with applicable laws and regulations.	<input type="checkbox"/> YES <input type="checkbox"/> NO
d. Ethics and Compliance program or Code of Conduct oversight is provided by an officer or majority owner.	<input type="checkbox"/> YES <input type="checkbox"/> NO
e. Ethics and Compliance program or Code of Conduct is distributed to all employees.	<input type="checkbox"/> YES <input type="checkbox"/> NO

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- f. Process is in place for employees to use to report issues or concerns regarding legal or ethical violations. ☐ YES ☐ NO
- g. Policy is in place and communicated to employees, which prohibits retaliation against employees for raising ethics issues or concerns. ☐ YES ☐ NO

4. SUPPLIER DIVERSITY PROGRAM

- a. Supplier Diversity policy statement exists which encourages and promotes providing women, minority, and disabled veteran-owned business enterprises (WMDVBES) the maximum practicable opportunity to compete for your business. ☐ YES ☐ NO
- b. Supplier Diversity program is documented. ☐ YES ☐ NO
- c. Supplier Diversity program oversight is provided by an officer or majority owner. ☐ YES ☐ NO
- d. Measurable goals exist for WMDVBES' participation in bid opportunities and results / spend with subsuppliers / subcontractors providing direct support (not overhead expenses, such as cleaning and landscape services) to your company's products / services. ☐ YES ☐ NO

NOTE: Item "e." below applies if your company utilized subsupplier(s) / subcontractor(s) in the prior calendar year or this year to date. If subsupplier(s) / subcontractor(s) have not been used during this period, state "none" here: _____

- e. Most recent twelve-month WMDVBE spend with subsuppliers / subcontractors is:

- If 23.5% or greater: _____ % From: _____ To: _____
- If less than 23.5%: _____ % From: _____ To: _____

If awarded a purchase order, supplier / contractor shall maintain for a period of three (3) years after final payment for work performed pursuant to the purchase order, all records describing the Programs and supporting documentation associated with supplier's / contractor's Programs. SCE shall have the right to audit and copy records and supporting documentation which demonstrate the existence of the Programs at any reasonable time during normal and usual business hours. Any material deficiencies or untrue statements regarding the Programs in the bidding process may result in immediate termination of any current Purchase Orders and / or denial of future contracts.

Officer name (print)

Title

Signature

Date